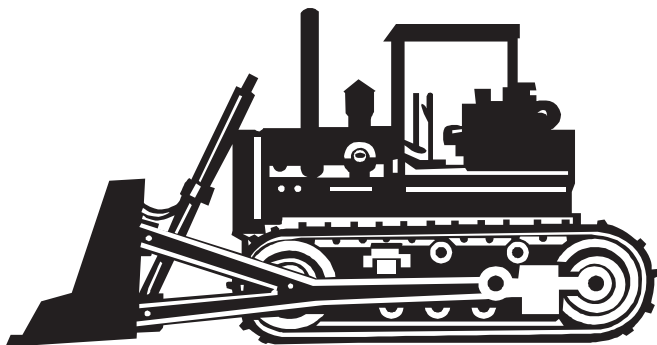


INSTRUCTIONS FOR PREPARING THE LOCAL STORM WATER POLLUTION PREVENTION PLAN



**City of
Rancho Palos Verdes**



RANCHO PALOS VERDES

For sites between 1 and 5 acres

**As of March 10, 2003, EPA
Phase II rules will supercede
this document.**



RANCHO PALOS VERDES

LOCAL STORM WATER POLLUTION PREVENTION PLAN (LSWPPP)

HILLSIDE PROJECTS UNDER 1 ACRE
WITH A 25% SLOPE OR GREATER

CONSTRUCTION

OWNER NAME _____

OWNER ADDRESS _____

CONTACT AND PHONE _____

SITE NAME _____

SITE ADDRESS _____

TRACT NUMBER _____

CONTRACTOR NAME _____

CONTRACTOR ADDRESS _____

CONTACT AND PHONE _____

DISTURBED AREA:

SQUARE FEET

BUILDING PERMIT NUMBER

GRADING PERMIT NUMBER

CHECK CATEGORY OF CONSTRUCTION
ACTIVITY:

- ☐ Site Preparation/Earth Moving
- ☐ Construction of Underground Structures
- ☐ Construction of Above Ground Structures
- ☐ Construction of Roadways, Walkways and Parking Lots
- ☐ Waterways
- ☐ Planting and Landscaping

DESCRIPTION OF PROJECT:

INCLUDE SITE MAP

***If project will be ongoing during the wet season
(October 1st through April 15th), a Wet Weather
Erosion Control Plan must be submitted.**

CERTIFICATION

"As the architect/engineer of record, I have selected appropriate BMPs to effectively minimize the negative impacts of this project's construction activities on storm water quality. The project owner and contractor are aware that the selected BMPs should be installed, monitored and maintained to ensure their effectiveness. The BMPs not selected for implementation are redundant or deemed not applicable to the proposed construction activity."

**Signature of Project Architect, Engineer
of Record, or Qualified Designee**

Printed Name

Title

Date

"I certify that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, to the best of my knowledge and belief, the information submitted is true, accurate, and complete. I am aware that submitting false and/or inaccurate information, failing to update the LSWPPP to reflect conditions, or failing to properly and/or adequately implement the LSWPPP may result in revocation of grading and/or other permits or other sanctions provided by law"

**Signature of Landowner,
or Landowner's Agent**

Printed Name

Title

Date

[If not an individual landowner, a responsible corporate officer (for a corporation), a general partner or proprietor (for a partnership or sole proprietorship), an elected official or a ranking management official (for a municipality or public agency) may provide the signature required.]

BEST MANAGEMENT PRACTICES USED TO CONTROL RUNOFF FROM CONSTRUCTION ACTIVITIES

(Include rationale for selecting or rejecting BMPs)

What Treatment Controls or Structural BMPs are used on-site for retention of sediments that have been generated during construction activities?

What is being done at the site to prevent construction-related materials, wastes, spills or residues from being discharged into the streets, drainage facilities, receiving waters or adjacent properties by wind or runoff?

How is non-storm water runoff from equipment and vehicle washing contained at the project site?

What BMP combinations are being used to control erosion from slopes and channels?

Describe any anticipated reasons for not using BMPs as listed in attached table 2.2 (Stormwater Pollution Controls for Construction Activities)

Attach site plans showing the location of all preserved vegetation areas and structural or treatment BMPs

* Attach additional pages as needed

The Local Storm Water Pollution Prevention Plan must follow the requirements for preparation, operation, implementation and maintenance of the Storm Water Pollution Prevention Plan under the state's General Construction Activities Permit. A summary of those requirements is stated below:

SECTION A: LOCAL STORM WATER POLLUTION PREVENTION PLAN

1. Objectives

A Local Storm Water Pollution Prevention Plan (LSWPPP) shall be developed and implemented to address the specific circumstances for each construction site. The LSWPPP shall be certified in accordance with the signatory requirements of section C, Standard Provision for Construction Activities (9). The LSWPPP shall be developed and amended or revised, when necessary, to meet the following objectives:

- a. Identify all pollutant sources, including sources of sediment, that may affect the quality of storm water discharges associated with construction activity from the construction site, and
- b. Identify non-storm water discharges, and
- c. Identify, construct, implement in accordance with a time schedule and maintain Best Management Practices (BMPs) to reduce or eliminate pollutants in storm water discharges and authorized non-storm water discharges from the construction site during construction, and
- d. Develop a maintenance schedule for BMPs installed during construction designed to reduce or eliminate pollutants after construction is completed (post-construction BMPs).

2. Implementation Schedule

- a. The LSWPPP shall be developed prior to the start of soil-disturbing activity and shall be implemented concurrently with commencement of soil-disturbing activities.
- b. For ongoing construction activity involving a change of ownership of property, the new owner shall review the existing LSWPPP and amend if necessary, or develop a new SWPPP within 45-calender days.

3. Availability

The LSWPPP shall remain on the construction site while the site is under construction during working hours, commencing with the initial construction activity and ending with termination of the project.

4. Required Changes

- a. The discharger shall amend the LSWPPP whenever there is a change in construction or operations which may affect the discharge of pollutants to surface waters, ground waters, or a municipal separate storm sewer system (MS4). The LSWPPP shall also be amended if the discharger has not achieved the general objective of reducing or eliminating pollutants in storm water discharges. If the City determines that the discharger is not reaching this objective, the LSWPPP shall be amended and implemented in a timely manner, but in no case more than 14-calendar days after notification by the City. All amendments must be dated and directly attached to the LSWPPP.
- b. The City may require the discharger to amend the LSWPPP.

5. Source Identification

The LSWPPP shall include: (a) project information and (b) pollutant source identification combined with an itemization of those BMPs specifically chosen to control the pollutants listed.

a. Project Information

- (1) The LSWPPP shall include a vicinity map locating the project site with respect to easily identifiable major roadways, geographic features, or landmarks. At a minimum, the map must show the construction site perimeter, the geographic features surrounding the site, and the general topography.
- (2) The LSWPPP shall include a site map(s) which shows the construction project in detail, including the existing and planned paved areas and buildings.
 - (a) At a minimum, the map must show the construction site perimeter, existing and proposed buildings, lots, roadways, storm water collection and discharge points, general topography both before and after construction, and the anticipated discharge location(s) where the storm water from the construction site discharges to a municipal sewer system or other water body.

- (b) The drainage patterns across the project area must clearly be shown on the map, and the map must extend as far outside the site perimeter as necessary to illustrate the relevant drainage areas. Where relevant drainage areas are too large to depict on the map, map notes or inserts illustrating the upstream drainage areas are sufficient.
 - (c) Temporary on-site drainages to carry concentrated flow shall be selected to comply with local ordinances, to control erosion, to return flows to their natural drainage courses, and to prevent damage to downstream properties.
- (3) Information presented in the LSWPPP may be represented either by narrative or by graphics. Where possible, narrative descriptions should be plan notes. Narrative descriptions which do not lend themselves to plan notes can be contained in a separate document which must be referenced on the plan.

b. Pollutant Source and BMP Identification

The LSWPPP shall include a description of potential sources which are likely to add pollutants to storm water discharges or which may result in non-storm water discharges from the construction site. A description of discharges originating from off-site which flow across or through areas disturbed by construction that may contain pollutants and corresponding BMPs shall be included in the LSWPPP.

The LSWPPP shall:

- (1) Show drainage patterns and slopes anticipated after major grading activities are completed. Runoff from off-site areas should be prevented from flowing through areas that have been disturbed by construction unless appropriate conveyance systems are in place. The amount of anticipated storm water run-on must be considered to determine the appropriateness of the BMPs chosen. Show all calculations for anticipated storm water run-on, and describe all BMPs implemented to divert off-site drainage described in section A. 5 a. (2) (c) around or through the construction project.

- (2) Show the drainage patterns into each on-site storm water inlet point or receiving water. Show or describe the BMPs that will protect operational storm water inlets or receiving waters from contaminated discharges other than sediment discharges, such as, but not limited to: storm water with elevated pH levels from contact with soil amendments such as lime or gypsum; slurry from sawcutting of concrete or asphalt; washing of exposed aggregate concrete; concrete rinse water; building washing operations; equipment washing operations; minor street washing associated with street delineation; and/or sealing and paving activities occurring during rains.
- (3) Show existing site features that, as a result of known past usage, may contribute pollutants to storm water, (e.g., toxic materials that are known to have been treated, stored, disposed, spilled, or leaked onto the construction site). Show or describe the BMPs implemented to minimize the exposure of storm water to contaminated soil or toxic materials.
- (4) Show areas designated for (a) the storage of soil or waste, (b) vehicle storage and service areas, (c) construction material loading, unloading, and access areas, (d) equipment storage, cleaning, and maintenance areas.
- (5) Describe the BMPs for control of discharges from waste handling and disposal areas and methods of on-site storage and disposal of construction materials and construction waste. Describe the BMPs designed to minimize or eliminate the exposure of storm water to construction materials, equipment, vehicles, waste storage areas, or service areas. The BMPs described shall be in compliance with Federal, State, and local laws, regulations, and ordinances.
- (6) Describe all post-construction BMPs for the project, and show the location of each BMP on the map. (Post-construction BMPs consist of permanent features designed to minimize pollutant discharges, including sediment, from the site after construction has been completed.) Also, describe the agency or parties to be responsible for long-term maintenance of these BMPs.

c. Additional Information

- (1) The LSWPPP shall include a narrative description of pollutant sources and BMPs that cannot be adequately communicated or identified on the site map. In addition, a narrative description of pre-construction control practices (if any) to reduce sediment and other pollutants in storm water discharges shall be included.

- (2) The LSWPPP shall include an inventory of all materials used and activities performed during construction that have the potential to contribute to the discharge of pollutants other than sediment in storm water. Describe the BMPs selected and the basis for their selection to eliminate or reduce these pollutants in the storm water discharges.
- (3) The LSWPPP shall include the following information regarding the construction site surface area: the size (in acres or square feet), the runoff coefficient before and after construction, and the percentage that is impervious (e.g., paved, roofed, etc.) before and after construction.
- (4) The LSWPPP shall include a construction activity schedule which describes all major activities such as mass grading, paving, lot or parcel improvements at the site and the proposed time frame to conduct those activities.
- (5) The LSWPPP shall list the name and telephone number of the qualified person(s) who have been assigned responsibility for pre-storm, post-storm, and storm event BMP inspections; as well as the qualified person(s) assigned responsibility to ensure full compliance with the permit and implementation of all elements of the LSWPPP, which includes the preparation of the annual compliance evaluation and the elimination of all unauthorized discharges.

6. Erosion Control

Erosion control, also referred to as “soil stabilization” is the most effective way to retain soil and sediment on the construction site. The most efficient way to address erosion control is to preserve existing vegetation where feasible, to limit disturbance, and to stabilize and revegetate disturbed areas as soon as possible after grading or construction. Particular attention must be paid to large mass-graded sites where the potential for soil exposure due to the erosive effects of rainfall and wind is great. Mass graded construction sites may be exposed for several years while the project is being built. Thus, there is potential for significant sediment discharge from the site to surface waters.

At a minimum, the discharger/operator must implement an effective combination of erosion and sediment control on all disturbed areas during the rainy season. These disturbed areas include rough graded roadways, slopes, and building pads. Until permanent vegetation is established, soil cover is the most cost-effective and expeditious method to protect soil particles from detachment and transport by rainfall. Temporary soil stabilization can be the single-most important factor in reducing erosion at construction sites. The discharger shall consider measures such as: covering with mulch, temporary seeding, soil stabilizers, binders, fiber rolls or blankets, temporary vegetation, permanent seeding, and a variety of other measures.

The LSWPPP shall include a description of the erosion control practices, including a time schedule, to be implemented during construction to minimize erosion on disturbed areas of a construction site. The discharger must consider the full range of erosion control BMPs and any additional site-specific and seasonal conditions when selecting and implementing appropriate BMPs. The above listed erosion control measures are examples of what should be considered and are not exclusive of new or innovative approaches currently available or being developed.

- a. The LSWPPP shall include:
 - (1) An outline of the areas of vegetative soil cover or native vegetation onsite which will remain undisturbed during the construction project.
 - (2) An outline of all areas of soil disturbance including cut or fill areas which will be stabilized during the rainy season by temporary or permanent erosion control measures, such as seeding, mulch, or blankets, etc.
 - (3) An outline of the areas of soil disturbance, cut, or fill which will be left exposed during any part of the rainy season, representing areas of potential soil erosion where sediment control BMPs are required to be used during construction.
 - (4) A proposed schedule for the implementation of erosion control measures.
- b. The LSWPPP shall include a description of the BMPs and control practices to be used for both temporary and permanent erosion control measures.
- c. The LSWPPP shall include a description of the BMPs to reduce wind erosion at all times, with particular attention paid to stock-piled materials.

7. Stabilization

- (1) All disturbed areas of the construction site must be stabilized. Final stabilization for the purpose of the LSWPPP is satisfied when:
 - (a) All soil disturbing activities are completed AND EITHER OF THE TWO FOLLOWING CRITERIA ARE MET:

*A uniform vegetative cover with 70 percent coverage has been established, OR:

* Equivalent stabilization measures have been employed. These measures include the use of BMPs such as blankets, reinforced channel liners, soil cement, fiber matrices, geotextiles, or other erosion resistant soil coverings or treatments.

- (2) Where background native vegetation covers less than 100 percent of the surface, such as in arid areas, the 70 percent coverage criteria is adjusted as follows: If the native vegetation covers 50 percent of the ground surface, 70 percent of 50 percent ($.70 \times .50 = .35$) would require 35 percent total uniform surface coverage.

More stringent post-construction stabilization requirements, such as would be required under a City approved standard or site specific urban storm water mitigation plan or equivalent will supercede this section.

8. Sediment Control

The LSWPPP shall include a description or illustration of BMPs which will be implemented to prevent a net increase of sediment load in storm water discharge relative to preconstruction levels. Sediment control BMPs are required at appropriate locations along the site perimeter and at all operational internal inlets to the storm drain system at all times during the rainy season. Sediment control practices may include filtration devices and barriers (such as fiber rolls, silt fence, straw bale barriers, and gravel inlet filters) and/or settling devices (such as sediment traps or basins). Effective filtration devices, barriers, and settling devices shall be selected, installed and maintained properly. A proposed schedule for deployment of sediment control BMPs shall be included in the LSWPPP. These are the most basic measures to prevent sediment from leaving the project site and moving into receiving waters. Limited exemptions may be authorized by the City when work on active areas precludes the use of sediment control BMPs temporarily. Under these conditions, the LSWPPP must describe a plan to establish perimeter controls prior to the onset of rain.

During the dry season, the discharger is responsible for ensuring that adequate sediment control materials are available to control sediment discharges at the downgrade perimeter and operational inlets in the event of a predicted storm. The discharger shall consider a full range of sediment controls in addition to the controls listed above, such as straw bale dikes, earth dikes, brush barriers, drainage swales, check dams, subsurface drains, sandbag dikes, fiber rolls, or other controls. At a minimum, the discharger/operator must implement an effective combination of erosion and sediment control on all disturbed areas during the rainy season.

If the discharger chooses to rely on sediment basins for treatment purposes, sediment basins shall, at a minimum, be designed and maintained in conference with local requirements for sediment basin design and maintenance, provided that the design efficiency is as protective or more protective of water quality than Option 2.

The minimum requirements are as follows:

Option 1: Sediment basin(s), as measured from the bottom of the basin to the principal outlet, shall have at least a capacity equivalent to 3,600 cubic feet of storage per acre draining into the sediment basin. The length of the basin shall be more than twice the width of the basin. The length is determined by measuring the distance between the inlet and the outlet; and the depth must not be less than three feet nor greater than five feet for safety reasons and for maximum efficiency.

OR

Option 2: Sediment basin(s) shall be designed using the standard equation:

$$As=1.2Q/Vs$$

Where: As is the minimum surface area for trapping soil particles of a certain size; Vs is the settling velocity of the design particle size chosen; and $Q=C \times I \times A$ where Q is the discharge rate measured in cubic feet per second; C is the runoff coefficient; I is the precipitation intensity for the 10-year, 6-hour rain event, and A is the area draining into the sediment basin in acres. The design particle size shall be the smallest soil grain size determined by wet sieve analysis, or the fine silt sized (0.01mm) particle, and the Vs used shall be 100 percent of the calculated settling velocity.

The length is determined by measuring the distance between the inlet and the outlet and it shall be more than twice the dimension as the width; the depth shall not be less than three feet nor greater than five feet for safety reasons and for maximum efficiency (two feet of storage, two feet of capacity). The basin(s) shall be located on the site where it can be maintained on a year-round basis and shall be maintained on a schedule to retain the two feet of capacity;

OR

Option 3: The use of an equivalent surface area design or equation, provided that the design efficiency is as protective or more protective of water quality than Option 2.

A sediment basin shall have a means for de-watering within 7 calendar days following a storm event. Sediment basins may be fenced if safety (worker or public) is a concern.

The outflow from a sediment basin that discharges into a natural drainage area shall be provided with outlet protection to prevent erosion and scouring of the embankment and channel.

The discharger must consider any additional site-specific and seasonal conditions when selecting and designing sediment control BMPs. The above listed sediment control measures are examples of what should be considered and are not exclusive of new or innovative approaches currently available or being developed.

The LSWPPP shall include a description of the BMPs to reduce the tracking of sediment onto public or private roads at all times. These public and private roads shall be inspected and cleaned as necessary. Road cleaning BMPs shall be discussed in the LSWPPP and will not rely on the washing of accumulated sediment or silt into the storm drain system.

9. Non-Storm Water Management

Describe all non-storm water discharges to receiving waters that are proposed for the construction project. Non-storm water discharges should be eliminated or reduced to the greatest extent feasible. Include the locations of such discharges and descriptions of all BMPs designed for the control of pollutants in such discharges. Onetime discharges shall be monitored during the time that such discharges are occurring. A qualified person should be assigned the responsibility for ensuring that no materials other than storm water are discharged in quantities which will have an adverse effect on receiving waters or storm drain systems (consistent with BAT/BCT), and the name and contact number of that person should be included in the LSWPPP document.

Discharging sediment-laden water which will cause or contribute to an exceedance of the applicable RWQCB's Basin Plan from a dewatering site or sediment basin into any receiving water or storm drain without filtration or equivalent treatment is prohibited.

10. Post-Construction Storm Water Management

The LSWPPP shall include descriptions of the BMPs to reduce pollutants in storm water discharges after all construction phases have been completed at the site (Post-Construction BMPs). Post-Construction BMPs include the minimization of land disturbance, the minimization of impervious surfaces, treatment of storm water runoff using infiltration, detention/retention, biofilter BMPs, use of efficient irrigation systems, ensuring that interior drains are not connected to a storm sewer system, and appropriately designed and constructed energy dissipation devices. These must be consistent with all local post-construction storm water management requirements, policies, and guidelines. The discharger must consider site-specific and seasonal conditions when designing the control practices. Operation and maintenance of control practices after construction is

completed shall be addressed, including short-and long-term funding sources and the responsible party. *An SUSMP developed pursuant to current Municipal guidelines may be substituted for this section if approved from the City.*

11. Maintenance, Inspection, and Repair

The LSWPPP shall include a discussion of the program to inspect and maintain all BMPs as identified in the site plan or other narrative documents throughout the entire duration of the project. A qualified person will be assigned the responsibility to conduct inspections. The name and telephone number of that person shall be listed in the LSWPPP document. Inspections will be performed before and after storm events and once each 24-hour period during extended storm events to identify BMP effectiveness and implement repairs or design changes as soon as feasible depending upon field conditions. Equipment, materials, and workers must be available for rapid response to failures and emergencies. All corrective maintenance to BMPs shall be performed as soon as possible after the conclusion of each storm, depending upon worker safety.

For each inspection required above, the discharger shall complete an inspection checklist. At a minimum, an inspection checklist shall include:

- a. Inspection date.
- b. Weather information: best estimate of beginning of storm event, duration of event, time elapsed since last storm, and approximate amount of rainfall (inches).
- c. A description of any inadequate BMPs.
- d. If it is possible to safely access the area during inclement weather, list observations of all BMPs: erosion controls, sediment controls, chemical and waste controls, and non-storm water controls. Otherwise, list result of visual inspection at relevant outfall, discharge point, or downstream location and projected required maintenance activities.
- e. Corrective actions required, including any changes to LSWPPP necessary and implementation dates.
- f. Inspector's name, title, and signature.

The dischargers shall prepare their inspection checklists using the inspection checklist form based on the model program inspection checklist developed for the Los Angeles County's Municipal Stormwater Permit, or on forms that contain the equivalent information.

12. Training

Individuals responsible for LSWPPP preparation, implementation, and permit compliance shall be appropriately trained, and the LSWPPP shall document all training. This includes those personnel responsible for installation, inspection, maintenance, and repair of BMPs. Those responsible for overseeing, revising, and amending the LSWPPP shall also document their training. Training should be both formal and informal, occurring on an ongoing basis when it is appropriate and convenient, and should include training/workshops offered by the SWRCB, RWQCB, or other locally recognized agencies or professional organizations.

13. List of Contractors/Subcontractors

The LSWPPP shall include a list of names of all contractors (or subcontractors) and individuals responsible for implementation of the LSWPPP. This list should include telephone numbers and addresses. Specific areas of responsibility of each subcontractor and emergency contact numbers should also be included.

14. Other Plans

This LSWPPP may incorporate by reference the appropriate elements of other plans required by local, State, or Federal agencies. A copy of any requirements incorporated by reference shall be kept at the construction site.

15. Public Access

The LSWPPP shall be provided, upon request, to the City.

16. Preparer Certification

The LSWPPP and each amendment shall be signed by the landowner (discharger) or his representative and include the date of initial preparation and the date of each amendment.

SECTION B: MONITORING PROGRAM AND REPORTING REQUIREMENTS

1. Required Changes

The City may require the discharger to conduct additional site inspections, to submit reports and certifications, or to collect and analyze samples of storm water or urban runoff.

2. Implementation

- a. The requirements of this Section shall be implemented at the time of commencement of construction activity (see also Section A. 2. Implementation Schedule). The discharger is responsible for implementing these requirements until construction activity is complete and the site is stabilized.
- b. For ongoing construction activity involving a change in ownership of property covered by this LSWPPP, the new owner must implement the requirements of this Section concurrent with the change of ownership.

3. Site Inspections

Qualified personnel shall conduct inspections of the construction site prior to anticipated storm events, during extended storm events, and after actual storm events to identify areas contributing to a discharge of storm water associated with construction activity. The name(s) and contact number(s) of the assigned inspection personnel shall be listed in the LSWPPP. Pre-storm inspections are to ensure that BMPs are properly installed and maintained; post-storm inspections are to assure that the BMPs have functioned adequately. During extended storm events, inspections shall be required each 24-hour period. Best Management Practices (BMPs) shall be evaluated for adequacy and proper implementation and whether additional BMPs are required in accordance with the terms of the A. 11. Maintenance, Inspection, and Repair. City Implementation of nonstorm water discharge BMPs shall be verified and their effectiveness evaluated. One time discharges of non-storm water shall be inspected when such discharges occur.

4. Monitoring Records

Records of all inspections, compliance certifications, and noncompliance reporting must be retained for a period of at least three years from the date generated. With the exception of noncompliance reporting, dischargers are not required to submit these records.

SECTION C: STANDARD PROVISIONS FOR CONSTRUCTION ACTIVITY

1. Duty to Comply

The discharger must comply with all of the conditions of this LSWPPP. Any permit noncompliance constitutes a violation and is grounds for enforcement action.

The discharger shall comply with effluent standards or prohibitions established under Section 307(a) of the CWA for toxic pollutants.

2. Permit Actions

. The filing of a request by the discharger for a LSWPPP modification, revocation and reissuance, or termination, or a notification of planned changes or anticipated noncompliance does not annul any existing condition.

3. Need to Halt or Reduce Activity Not a Defense

It shall not be a defense for a discharger in an enforcement action that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with the conditions of this LSWPPP.

4. Duty to Mitigate

The discharger shall take all responsible steps to minimize or prevent any discharge in violation of the LSWPPP, which has a reasonable likelihood of adversely affecting human health or the environment.

5. Proper Operation and Maintenance

The discharger shall at all times properly operate and maintain any facilities and systems of treatment and control (and related appurtenances) which are installed or used by the discharger to achieve compliance with the conditions of the requirements of Storm Water Pollution Prevention Plans (LSWPPP). Proper operation and maintenance also includes adequate laboratory controls and appropriate quality assurance procedures. Proper operation and maintenance may require the operation of backup or auxiliary facilities or similar systems installed by a discharger when necessary to achieve compliance with the conditions of the LSWPPP.

6. Duty to Provide Information

The discharger shall furnish the City, within a reasonable time, any requested information to determine compliance with the LSWPPP. The discharger shall also furnish, upon request, copies of records required to be kept by the LSWPPP.

7. Inspection and Entry

The discharger shall allow an authorized representative of the municipal operator of the separate storm sewer system receiving the discharge, upon the presentation of credentials and other documents as may be required by law, to:

- a. Enter upon the discharger's premises at reasonable times where a regulated construction activity is being conducted or where records must be kept under the conditions of this LSWPPP.

- b. Access and copy at reasonable times any records that must be kept under the conditions of this LSWPPP;
- c. Inspect at reasonable times the complete construction site, including any off-site staging areas or material storage areas, and the erosion/sediment controls; and
- d. Sample or monitor at reasonable times for the purpose of ensuring LSWPPP compliance.

8. Signatory Requirements

- a. The project architect, engineer of record, or authorized qualified designee, must sign a statement on the LSWPPP to the effect:

“As the architect/engineer of record, I have selected appropriate BMPs to effectively minimize the negative impacts of this project’s construction activities on storm water quality. The project owner and contractor are aware that the selected BMPs must be installed, monitored, and maintained to ensure their effectiveness. The BMPs not selected for implementation are redundant or deemed not applicable to the proposed construction activity.”

The landowner or the landowner’s agent shall sign a statement to the effect:

“I certify that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, to the best of my knowledge and belief, the information submitted is true, accurate, and complete. I am aware that submitting false and/or inaccurate information, failing to update the LSWPPP to reflect current conditions, or failing to properly and/or adequately implement the LSWPPP may result in revocation of grading and/or other permits or other sanctions provided by law.”

- b. The LSWPPP certification shall be signed by the landowner as follows:
- (1) For a corporation: by a responsible corporate officer. For the purpose of this Section, a responsible corporate officer means: (a) a president, secretary, treasurer, or vice president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation, or (b) the manager of the construction activity if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;
 - (2) For a partnership or sole proprietorship: by a general partner or the proprietor, respectively; or
 - (3) For a municipality, State, Federal, or other public agency: by an elected official, a ranking management official (e.g., County Administrative Officer, City Manager, Director of Public Works, City Engineer, District Manager), or the manager of the construction activity if authority to sign LSWPPPs has been assigned or delegated to the manager in accordance with established agency policy.
- c. All LSWPPPs, reports, certifications, or other information required by the City shall be signed by a person described above or by a duly authorized representative. A person is a duly authorized representative if:
- (1) The authorization is made in writing by a person described above and retained as part of the LSWPPP; or
 - (2) The authorization specifies either an individual or a position having responsibility for the overall operation of the construction activity, such as the position of manager, operator, superintendent, or position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the company. (A duly authorized representative may thus be either a named individual or any individual occupying a named position).
- d. If an authorization is no longer accurate because a different individual or position has responsibility for the overall operation of the construction activity, a new authorization must be attached to the LSWPPP prior to submittal of any reports, information, or certifications to be signed by the authorized representative.

Any person signing documents under Section C, Provision 8 above, shall make the following certification:

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, to the best of my knowledge and belief, the information submitted is true, accurate, and complete.

I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

9. Availability

A copy of this LSWPPP shall be maintained at the construction site during construction activity and be available to operating personnel.

